

# **U.S. Department of Education**

**Washington, D.C. 20202-5335**



## **APPLICATION FOR GRANTS UNDER THE**

**EMERGENCY IMPACT AID FOR DISPLACED STUDENTS AND ASSISTANCE FOR  
HOMELESS CHILDREN AND YOUTH**

**CFDA # 84.938C**

**PR/Award # S938C060007**

OMB No. 1810-0672, Expiration Date: 06/30/2006

Closing Date: FEB 02, 2006

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**U.S. Department of Education  
Impact Aid Program  
Washington, D.C. 20202-6244**

**ELEMENTARY AND SECONDARY EDUCATION HURRICANE RELIEF PROGRAM  
APPLICATION FOR EMERGENCY IMPACT AID FOR DISPLACED STUDENTS  
AND ASSISTANCE FOR HOMELESS CHILDREN AND YOUTH**

<b>*STATE</b> TN	<b>*DUNS NUMBER</b> 879016251	<b>CFDA NUMBERS</b> 84.938B AND 84.938C	<b>PR/AWARD NUMBER</b> S938C060007
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**\*SEA NAME:** State of Tennessee Department of Education  
**\*STREET/P.O. BOX:** 710 James Robertson Parkway  
**\*CITY:** Nashville  
**COUNTY:** Davidson  
**\*STATE & ZIP:** TN, 37243 - 0381

**\*CONTACT FIRST NAME:** Timothy K.  
**\*CONTACT LAST NAME:** Webb  
**\*TITLE:** Assistant Commissioner  
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I certify that the following assurances and certifications have been filed with the U.S. Department of Education (either as a part of this application or through another submission from this State) and that as of the date of submission of this application, none of the facts have changed upon which those certifications and assurances were made:

1. Assurances - Non-Construction Programs (SF 424B)
2. Certification Regarding Lobbying (ED Form 80-0013)

I certify that I have read the statements contained in this application and that these statements and all of the data included in this application are, to the best of my knowledge and belief, true, complete and correct. I certify that I am authorized to make the representations and commitments in this application, for and on behalf of the applicant, and otherwise to act as the applicant's authorized representative in submitting this application for funding.

<b>NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	<b>SIGNATURE</b>	<b>DATE</b>
<b>Name:</b> Timothy K Webb	_____	1/31/2006
<b>Title:</b> Assistant Commissioner		

**U.S. Department of  
Education  
Impact Aid Program  
Washington, D.C.  
20202-6244**

**ELEMENTARY AND SECONDARY EDUCATION  
HURRICANE RELIEF PROGRAM  
APPLICATION FOR EMERGENCY IMPACT AID FOR  
DISPLACED STUDENTS  
AND ASSISTANCE FOR HOMELESS CHILDREN AND  
YOUTH**

**QUARTERLY NUMBERS  
OF DISPLACED STUDENTS**

**SEA NAME:** State of Tennessee Department of Education

Report total numbers of displaced students in the State by category. Use whole numbers only.

Do not include any students in more than one category.

For each quarter, provide the total number of displaced students reported to the State for the reporting date for that quarter.

Include this form with the State's original application. Submit data for the remaining quarters as they become available.

	Quarter 1 on 10/03/2005	Quarter 2 on 12/01/2005	Quarter 3 on	Quarter 4 on
<b>PUBLIC SCHOOLS:</b> Total number of displaced students in the State: (1) reported by eligible local educational agencies in the State, and (2) who <u>are not</u> receiving special education and related services consistent with IDEA	3,087	2,821		
<b>PUBLIC SCHOOLS:</b> Total number of displaced students in the State: (1) reported by eligible local educational agencies in the State, and (2) who <u>are</u> receiving special education and related services consistent with IDEA	123	158		

NON-PUBLIC SCHOOLS: Total number of displaced students in the State: (1) attending eligible non-public schools in the State, and (2) who <u>are not</u> receiving special education and related services consistent with IDEA	503	411		
NON-PUBLIC SCHOOLS: Total number of displaced students in the State: (1) attending eligible non-public schools in the State, and (2) who <u>are</u> receiving special education and related services consistent with IDEA	3	3		
BIA SCHOOLS: Total number of displaced students in the State: (1) attending eligible Bureau of Indian Affairs (BIA) schools in the State, and (2) who <u>are not</u> receiving special education and related services consistent with IDEA	0	0		
BIA SCHOOLS: Total number of displaced students in the State: (1) attending eligible Bureau of Indian Affairs (BIA) schools in the State, and (2) who <u>are</u> receiving special education and related services consistent with IDEA	0	0		

# Project Narrative

## **State Educational Agency Narrative - PARENTAL NOTIFICATION TO LEA**

**Describe the process for the parent or guardian of a displaced student enrolled in a non public school to indicate to the eligible local educational agency serving the area in which the non-public school is located that the student is enrolled in the non public school.**

### Attachment 1:

**Title: SEA Hurricane Application Package - Page 3 Pages: 1 Uploaded File: C:\Documents and Settings\ca11009\My Documents\Hurricane Applications\SEA Hurricane Application Package - Page 3.doc**

U.S. Department of Education  
Impact Aid Program  
Washington, D.C. 20202-6244

ELEMENTARY AND SECONDARY EDUCATION HURRICANE RELIEF PROGRAM  
APPLICATION FOR EMERGENCY IMPACT AID FOR DISPLACED STUDENTS  
AND ASSISTANCE FOR HOMELESS CHILDREN AND YOUTH

**STATE EDUCATIONAL AGENCY NARRATIVE  
PARENTAL NOTIFICATION TO LEA**

SEA NAME: State of Tennessee

Describe the process for the parent or guardian of a displaced student enrolled in a non-public school to indicate to the eligible local educational agency serving the area in which the non-public school is located that the student is enrolled in the non-public school.

**On January 11, 2006, the Department, via a press release, notified parents and guardians of displaced students enrolled in non-public schools of the Emergency Impact Aid funds. The pertinent sections of this press release relating to parents and guardians of non-public school displaced students stated:**

Parents who have enrolled their children in private schools may access these funds in two ways. The private school may provide enrollment numbers for all displaced students to the local education agency within which they reside; or parents may contact the local education agency themselves to have their children counted.

Displaced students are defined as “a student who enrolled in an elementary school or secondary school ... because such student resides or resided on August 22, 2005, in an area for which a major disaster has been declared in accordance with section 401 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act... related to Hurricane Katrina or Hurricane Rita.”

**On January 10, 2006, the Department issued a memorandum to all non-public schools in the State, the pertinent part of which read as follows:**

For displaced students in non-public schools, there are two ways to access impact aid funds. The non-public school can apply to the LEA for all displaced students enrolled by securing a certification from the parent(s), or the parent(s) can apply directly to the LEA. The non-public school and/or parent(s) shall report headcounts as of specified predetermined dates to the LEA in accordance with procedures established by the LEA to meet the reporting deadlines as set forth above. TNDOE encourages all non-public schools to immediately contact the parent(s) of displaced students to insure proper notice.

**In addition to these notices to parents, the parent application form included the following two certifications that parents were required to make to the LEA serving the area in which the non-public school is located:**

I certify that I enrolled my children named above in this non-public school prior to December 30, 2005 (the date of enactment of the law authorizing Emergency Impact Aid for Displaced Students).

I certify that my children named above were enrolled or were eligible to be enrolled in a school in an area for which the Federal Government later declared a major disaster related to Hurricane Katrina or Hurricane Rita and, as a result, are displaced students.

Parents were encouraged, but not required, to apply through the non-public school. Recommended procedures suggested that all parents/guardians of non-public school students apply through the non-public school in which their student was enrolled (alternatively, parents/guardians of non-public school students could apply directly to the LEA serving the area in which the non-public school is located in accordance with procedures established by the LEA); the non-public school is to compile and transmit this data to the LEA serving the area in which the non-public school is located in accordance with procedures and timelines established by the LEA; and, the LEA is to compile all non-public and public school data and transmit to the SEA in accordance with timelines established by the SEA. These procedures can be found on the Department's website at <http://www.state.tn.us/education/hurricanerelief/flowchart.shtml>.

# Project Narrative

## **State Educational Agency Narrative - PAYMENTS TO ACCOUNTS**

**Describe the procedure to be used by eligible local educational agencies to provide payments to accounts on behalf of non public school students.**

Attachment 1:

**Title: SEA Hurricane Application Package - Page 4 Pages: 1 Uploaded File: C:\Documents and Settings\ca11009\My Documents\Hurricane Applications\SEA Hurricane Application Package - Page 4.doc**



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AND ASSISTANCE FOR HOMELESS CHILDREN AND YOUTH

**STATE EDUCATIONAL AGENCY NARRATIVE  
PAYMENTS TO ACCOUNTS**

SEA NAME: State of Tennessee

Describe the procedure to be used by eligible local educational agencies to provide payments to accounts on behalf of non-public school students.

As part of the LEA's application, the LEA had to certify that it would make payments to Individual Emergency Impact Aid Accounts for students enrolled in non-public schools who were counted on their application within 14 calendar days of LEA's receipt of funds provided for in the application. The LEAs were additionally asked to describe the procedures that it will use to make payments to accounts for nonpublic school students. As of the December 1, 2005 headcount date, only 17 LEAs in the State had students attending non-public schools. LEAs indicated that accounts would be established as part of their financial accounting (recordkeeping) system. Furthermore, the LEA will make the funds in these accounts available to the non-public schools that these displaced students attend upon proper documentation that the funds have been spent or obligated, or upon adequate documentation that the non-public school is otherwise entitled to receive the funds. In addition to the minimum requirements (as set forth below) established to support the amount of payments received and disbursed, LEAs and non-public school have been notified that each must record (such as in a ledger or spreadsheet) the names of the displaced students, the funds provided for each student, and the disbursement of those funds to a particular non-public school.

LEAs have been notified of the following requirements concerning the use of funds and payments to accounts on behalf of non-public school students:

Funds provided to LEAs and non-public schools may be used to provide instructional opportunities for displaced students who enroll in their schools and for expenses the recipient incurs in serving displaced students. Such funds may be used for paying the compensation of personnel, including teacher aides, in schools enrolling displaced students; identifying and acquiring curricular material and classroom supplies; acquiring or leasing mobile educational units or leasing sites and spaces (to the extent that those costs are not met by FEMA); providing basic instructional services for displaced students, including tutoring, mentoring, or academic counseling; paying reasonable transportation costs; providing health and counseling services; and providing education and support services. LEAs and non-public schools may not use program funds for construction or for major renovation of schools.

LEAs must maintain adequate written records to support the amount of payments that are received and the allowable expenditures that are made under the program for this fiscal year. At a minimum, recipients must keep auditable records documenting the enrollments of the displaced children who they claimed as the basis for receiving payments and evidence that the children claimed met the definition of a displaced student. On request, any recipient must make its records available to the Department for the purpose of examination or audit.

Non-public schools that receive Emergency Impact Aid funds from student accounts must maintain adequate written records to support the amount of funds that are received and the allowable expenditures that are made under the program for this fiscal year. Recipients must keep auditable records documenting the enrollments of the displaced children on whose behalf the nonpublic school received payments for displaced students.

LEAs must obligate funds received under this program by July 31, 2006. The LEA must return any funds that are not obligated by the LEA or the non-public schools by this deadline to the Department. Obligations must be liquidated within 90 days of this July 31 date.

# Project Narrative

## State Educational Agency Narrative - ATTESTATIONS

**Describe the process to be used by eligible local educational agencies in the State to obtain:**

- (1) Attestations of attendance of eligible displaced students from eligible non-public schools, and**
- (2) Attestations from eligible non public schools that accounts established for non public students will be used only for allowable purposes.**

### Attachment 1:

**Title: SEA Hurricane Application Package - Page 5 Pages: 1 Uploaded File: C:\Documents and Settings\ca11009\My Documents\Hurricane Applications\SEA Hurricane Application Package - Page 5.doc**

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ELEMENTARY AND SECONDARY EDUCATION HURRICANE RELIEF PROGRAM  
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AND ASSISTANCE FOR HOMELESS CHILDREN AND YOUTH

**STATE EDUCATIONAL AGENCY NARRATIVE  
ATTESTATIONS**

SEA NAME: State of Tennessee

Describe the process to be used by eligible local educational agencies in the State to obtain:

- (1) Attestations of attendance of eligible displaced students from eligible non-public schools, and
- (2) Attestations from eligible non-public schools that accounts established for non-public students will be used only for allowable purposes.

**(1) As part of the non-public schools' application to the LEA, attestation had to be made to the following statement:**

**I certify that the displaced students included on the attached list were enrolled in this school on the designated count date.**

LEAs were provided with a copy of the law which provides, "[b]efore providing a quarterly payment to an account, the eligible local education agency shall verify with the parent or guardian of a displaced student that such displaced student is, or was, enrolled in the non-public school for such quarter." LEAs were informed of the types of verification necessary to fulfill their obligation. For students enrolled in non-public schools, the LEA must take a count of the number of students whose parents have applied for assistance under the program. It must document that, on August 22, 2005, each such student was enrolled, or eligible to be enrolled, in a public or nonpublic school within the disaster areas covered by the declarations for Hurricanes Katrina and Rita and resided in that area on that date. LEAs were instructed that adequate documentation could include, but was not limited to, a transcript from the student's former school, a student registration form with a former address within the disaster areas, verification of enrollment from an SEA, a utility bill, or a copy of a parent's driver's license. Additionally, non-public schools, as stated in their certification, had to provide LEAs with a listing of the displaced students enrolled in their school.

**(2) As part of the non-public schools' application to the LEA, attestation had to be made to the following statement:**

**I certify that payments to Emergency Impact Aid Accounts received from the local educational agency will be used by this school only for purposes described in sub-paragraph (e)(2)(A) of the law governing Emergency Impact Aid for Displaced Students.**

Non-public schools were provided with a copy of the law referred to in the certification. Via memorandum, non-public schools were specifically informed on the types of expenditures that were and were not allowable. The pertinent part of this memorandum read as follows:

**Authorized Uses: Funds may be used for the following expenditures:**

- Compensation of school personnel in schools enrolling displaced students
- Curricular material, including supplies
- Mobile educational units and leasing sites or spaces
- Basic instructional services, including tutoring, mentoring, or academic counseling
- Reasonable transportation costs
- Health and counseling services
- Education and support services

**Funds cannot be used for construction or major renovation of schools.**

# Project Narrative

## **State Educational Agency Narrative - ASSISTANCE CRITERIA**

**Describe the criteria, including family income, to be used to determine the eligibility for and the amount of assistance under this section provided on behalf of a displaced student attending an eligible non public school.**

### Attachment 1:

**Title: SEA Hurricane Application Package - Page 6 Pages: 1 Uploaded File: C:\Documents and Settings\ca11009\My Documents\Hurricane Applications\SEA Hurricane Application Package - Page 6.doc**

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**STATE EDUCATIONAL AGENCY NARRATIVE  
ASSISTANCE CRITERIA**

SEA NAME: State of Tennessee

Describe the criteria, including family income, to be used to determine the eligibility for and the amount of assistance under this section provided on behalf of a displaced student attending an eligible non-public school.

Families who came to Tennessee due to being displaced by Hurricane Katrina or Hurricane Rita were initially presumed to be in need of assistance. In most circumstances, these families came to Tennessee to escape the storms only to find out subsequently that they had lost everything, including their places of employment. With this in mind, Tennessee adopted a policy, which emphasized post-hurricane income. To be eligible, signed applications acknowledging the certifications, which were included on the parent application, had to be filed with the appropriate agency. To communicate eligibility requirements to receive Emergency Impact Aid funds, the following notices and certifications were included on the parent application:

Notice Required by Title IV – Hurricane Education Recovery Act

Each parent or guardian of each displaced student has the option of enrolling such student in a public school or a non-public school. The temporary emergency impact aid for displaced students under Title IV, Hurricane Education Recovery Act, is temporary and is only available for the 2005 – 2006 school year.

Applicable Certifications

I request that the local educational agency named above make payments to Emergency Impact Aid Accounts on behalf of each of my children named above.

I certify that I enrolled my children named above in this non-public school prior to December 30, 2005 (the date of enactment of the law authorizing Emergency Impact Aid for Displaced Students).

I certify that my children named above were enrolled or were eligible to be enrolled in a school in an area for which the Federal Government later declared a major disaster related to Hurricane Katrina or Hurricane Rita and, as a result, are displaced students.

I certify that our family income after displacement by Hurricane Katrina or Hurricane Rita was below the State of Tennessee's median household income of \$37,701.

A non-public school became eligible for Emergency Impact Aid assistance if the following criteria were met:

The nonpublic school is accredited or licensed or otherwise operates in accordance with State law and was in existence on August 22, 2005;

Parent/Guardian applications have been received, along with proper supporting documentation and certification, signifying a request has been made for the nonpublic school to apply on behalf of the parent/guardian;

Nonpublic school applications, along with all supporting documentation and certification, are filed with the local education agency (LEA) in accordance with the timeline established by the LEA; and

The nonpublic school requesting funds on behalf of a displaced student must waive tuition, or reimburse tuition paid, in an amount equal to the amount requested and received.